LIFESKILLS INSTITUTE MALAYSIA

Sample

Style: **Designer CD**

PeopleKeys - DISC Report

Introduction

Your report uses the DISC Personality System. The DISC Personality System is the universal language of behavior. Research has shown that behavioral characteristics can be grouped together in four major groups. People with similar styles tend to exhibit specific behavioral characteristics common to that style. All people share these four styles in varying degrees of intensity. The acronym DISC stands for the four personality styles represented by the letters :

- D = Dominant, Driver
- I = Influencing, Inspiring
- S = Steady, Stable
- C = Correct, Compliant

Knowledge of the DISC System empowers you to understand yourself, family members, co-workers, and friends, in a profound way. Understanding behavioral styles helps you become a better communicator, minimize or prevent conflicts, appreciate the differences in others and positively influence those around you.

In the course of daily life, you can observe behavioral styles in action because you interact with each style, to varying degrees, everyday. As you think about your family members, friends and co-workers, you will discover different personalities unfold before your eyes.

- Do you know someone who is assertive, to the point, and wants the bottom line?

    Some people are forceful, direct, and strong-willed.

    This is the D Style

- Do you have any friends who are great communicators and friendly to everyone they meet?

    Some people are optimistic, friendly, and talkative.

    This is the I Style

- Do you have any family members who are good listeners and great team players?

    Some people are steady, patient, loyal, and practical.

    This is the S Style

- Have you ever worked with someone who enjoys gathering facts and details and is thorough in all activities?

    Some people are precise, sensitive, and analytical.

    This is the C Style

The chart below helps put the four dimensions of behavior into perspective.

	D = Dominant	I = Influencing	S = Steady	C = Compliant
Seeks	Control	Recognition	Acceptance	Accuracy
Strengths	Administration Leadership Determination	Persuading Enthusiasm Entertaining	Listening Teamwork Follow-Through	Planning Systems Orchestration
Challenges	Impatient Insensitive Poor Listener	Lack of Detail Short Attention Span Low Follow-Through	Oversensitive Slow to Begin Dislikes Change	Perfectionist Critical Unresponsive
Dislikes	Inefficiency Indecision	Routines Complexity	Insensitivity Impatience	Disorganization Impropriety
Decisions	Decisive	Spontaneous	Conferring	Methodical

Because human personality is comprised of varying intensities of the four behavioral styles, the DISC graph helps make the personality style more visual. The DISC graph plots the intensity of each of the four styles. All points above the midline are stronger intensities, while points below the midline are lesser intensities of DISC characteristics. It is possible to look at a DISC graph and instantly know the personality and behavioral characteristics of an individual.

Below are your three DISC graphs, and a brief explanation of the differences between the graphs.
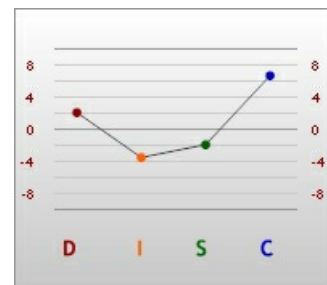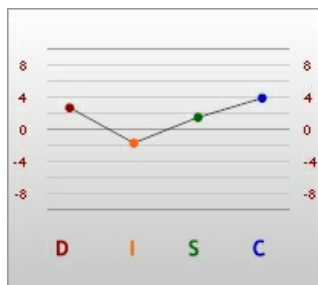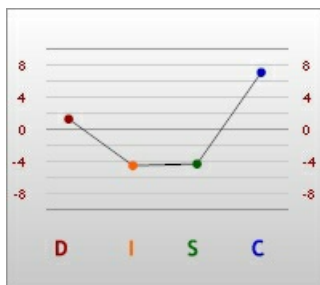
DISC graph 1 represents your "public self" (the mask)

This graph displays the "you" others see. It reflects how you perceive the demands of your environment, and your perception of how you believe others expect you to behave.

DISC graph 2 represents your "private self" (the core)

This graph displays your instinctive response to pressure, and identifies how you are most likely to respond when stress or tension are present. This would be your instinctive reaction.

DISC graph 3 represents your "perceived self" (the mirror)

This graph displays the manner in which you perceive your typical behavior. It could be referred to as your self perception. Although at times you may be unaware of the behavior you use with other people, this graph shows your typical approach.

Description
understanding your style

Sample's style is identified by the keyword "Designer".

Sample, as a Designer style, is an extremely task-oriented person who is sensitive to problems. Designers may appear to care more about task planning and completion than the feelings of people around them. Sample is very determined and has an approach to thinking that allows for effective problem solving. Because of a Designer's driven nature and desire for tangible results, they may come across as unfeeling or even cool and distant at times. They make decisions based upon facts, not on emotions. They tend to be quiet and do not trust easily.

As a Designer, Sample is very analytical and can have a high intellect because of the way they are able to apply themselves exclusively to tasks. Designers expect techniques used to be fact-based and reject "quick fixes". They will adhere to commitments and expect the same of others. They are competitive by nature and will use facts to help them win. Quality is extremely important, and Sample feels that if a job is not done right, it should not be done at all. Accuracy and precision are imperative in work and high standards are maintained in Zakir's personal life as well.

Because Designers feel that they are the only ones that can do a job right, they will sometimes get bogged down and not allow others to help or delegate tasks to others. They want all the facts and will work hard to get them. Reserved by nature, Designers need to be more sensitive to the needs of others. While Designers feel that they are the only one to do a job correctly, others may see them as not being able to make decisions quickly. This is because Designers take extensive time and effort to make sure they get all necessary information before analyzing and deciding.

Sample is motivated by the ability to lead groups and influence others such as associates, co-workers and friends. This is someone who takes the responsibility of leadership seriously, and is typically able to make important decisions without delay. Sample exudes confidence and others respond to their natural ability to be a front runner.

Sample prefers a rational and moderate approach when first entering new situations and tries to avoid extremes. Sample likes the company of others, but is equally comfortable spending a quiet evening alone. A realist who will always weigh options before making a decision to move ahead, Sample thinks through alternatives and choices carefully.

Others see Sample as a versatile person whom they rely upon to break up monotonous or routine situations. Sometimes preferring to do things outside of the team, this person tends to be individualistic. Sample may even be perceived as "restless" and tends to move quickly from one thing to the next.

A perfectionist, Sample is very willing to expend the effort to achieve high quality results. Because this individual works so carefully, they tend to be sensitive to criticism. Sample tends to gather a great deal of information before making choices. This person believes that if everyone would process information in the same way as they do, a better level of quality would be maintained.

Analytical, methodical

High ego strength

Problem solver

Extremely task oriented

General Characteristics

Work and project completion

Power and authority to design and implement solutions

Not having to needlessly socialize or play politics

Being provided the necessary tools to achieve success

Motivated By

Being able to design and refine

Challenging tasks and activities

Projects that produce tangible results

Recognition for my analytical abilities

My Ideal Environment

Communicating
with the Designer style

Remember, a Designer may want:

- Authority, assignments promoting growth, "bottom line" approach, opportunities for advancement, ability to work alone

Greatest fear:

- Others criticizing and challenging their methods

When communicating with Sample, a Designer, DO:

- Be brief, direct, and to the point
- Ask "what" and "why" questions
- Focus on business; remember they desire results
- Suggest ways for him/her to achieve results, be in charge, and solve problems
- Highlight logical benefits of featured ideas and approaches
- Recognize their high-quality work

When communicating with Sample, a Designer, DO NOT:

- Ramble or repeat yourself
- Focus on only on problems
- Be too sociable or conversational
- Make generalizations or statements without support

While analyzing information, Sample, a Designer may:

- Want to do it alone without consulting others
- Neglect the human factor, decisions are based on facts
- Not consider others' opinions
- Offer innovative and progressive systems and ideas

Motivational Characteristics

- **Motivating Goals:** Correctness, dominance
- **Evaluates Others by:** Expression of new ideas that have supporting facts
- **Influences Others by:** Pace setting in developing systems, competition
- **Value to Team:** Analytical, factual, able to initiate change and improvements
- **Overuses:** Bluntness, coolness, criticism
- **Reaction to Pressure:** Aggressive, bored with routine, stubborn
- **Greatest Fears:** Failure, not being influential
- **Areas for Improvement:** Be warmer and friendlier; be patient with team and more verbal, increase flexibility

Communicating
with the Designer style

Knowledge comes, but wisdom lingers.

- Alfred Lord Tennyson

Communicating
with the Designer style

Value to the group:

- Bottom-line organizer
- Analytical capabilities
- Not afraid to make unpopular decisions, decisive
- Get results efficiently

Designers possess these positive characteristics in groups:

- Instinctive leaders
- Autocratic managers who are great in a crisis
- Self reliant
- Innovative in getting results
- Maintain focus on goals
- Specific and direct
- Overcome obstacles and welcome challenges
- Provide direction and leadership
- Will test their concepts before proceeding
- Willing to speak out
- Production of high-quality work
- Maintains deadlines well
- Natural director of events
- Function well with heavy workloads

Personal growth areas for Designers:

- Strive to be an "active" listener
- Be attentive to other team members' ideas until everyone reaches a consensus
- Be less controlling and domineering, be friendlier and more approachable
- Develop a greater appreciation for the opinions, feelings and desires of others
- Put more energy into personal relationships and team support
- Take time to explain the "whys" of your statements and proposals

Communicating
with the Designer style

You can have brilliant ideas, but if you can't get them across, your ideas won't get you anywhere.

- Lee Iacocca

Communication Tips
relating to others

Your C and D plotted above the midline, your style is identified by the keyword "Designer".

This next section uses adjectives to describe where your DISC styles are approximately plotted on your graph. These descriptive words correlate as a rough approximation to the values of your graph.

D -- Measures how decisive, authoritative and direct you typically are. Words that may describe the intensity of your "D" are:

- *FORCEFUL* Full of force; powerful; vigorous
- *RISK TAKER* Willing to take chances; hazardous in actions
- *ADVENTURESOME* Exciting or dangerous undertaking
- *DECISIVE* Settles a dispute, answers questions
- *INQUISITIVE* Inclined to ask many questions; curious

I - Measures how talkative, persuasive, and interactive you typically are. Words that may describe the intensity of your "I" are:

- *WITHDRAWN* Retreating within oneself; shy; reserved; abstract
- *RETICENT* Silent or uncommunicative; disinclined to speak; reserved

S -- Measures your desire for security, peace and your ability to be a team player. Words that may describe the intensity of your "S" are:

- *RESTLESS* Inability to rest or relax; uneasy; not quiet
- *CHANGE-ORIENTED* Desire to alter; likes variety
- *SPONTANEOUS* Acting in accordance with a natural feeling without constraint
- *ACTIVE* Characterized by much action or emotion; busy; quick

C -- Measures your desire for structure, organization and details. Words that may describe the intensity of your "C" are:

- *PERFECTIONIST* One who strives for complete, flawless accuracy
- *ACCURATE* Careful and exact; free from errors
- *FACT-FINDER* A searcher for truth; reality
- *DIPLOMATIC* Tactful
- *SYSTEMATIC* According to a system; orderly

Communication Tips
relating to others

The only way to change is by changing your understanding.

- Anthony De Mello

Communication Tips
how you communicate with others

How You Communicate with Others

Please return to the "Communicating" section of this report and review the communicating "DO" and "DO NOT" sections for your specific style. Reviewing your own communication preferences can be an eye-opening experience or simply confirmation for what you already know to be true. Either way, you have your communication characteristics in writing. This information is powerful when shared between colleagues, friends, and family. Others may now realize that some approaches do not work for your style, while other ones are received well by you. Equally important is that you now see that THE WAY YOU SAY SOMETHING can be as important as WHAT IS SAID. Unfortunately, we all have a tendency to communicate in the manner that we like to hear something, instead of the method another person prefers.

Your style is predominately a "C" style, which means that you prefer receiving information that gives you enough details to make an informed decision. But, when transferring that same information to a client or co-worker, you may need to translate that into giving them just the end results, or even telling them in a manner that is more experiential and less detail oriented. More detail may not necessarily be better when communicating to some other personality styles.

This next section of the report deals with how your style communicates with the other three dominant styles. Certain styles have a natural tendency to communicate well, while certain other styles seem to be speaking different languages all together. Since you are already adept at speaking your "native" language, we will examine how to best communicate and relate to the other three dominant languages people will be using.

This next section is particularly useful for a dominant "C" style as you may have the tendency to give many facts and details, while others are making decisions based more on their "gut" reaction, or on one or two of the most important details.
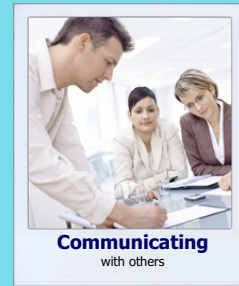
The Compatibility of Your Behavioral Style

A "C" and a "D" must be careful not become too detail oriented or too demanding, respectively. However, a "C" provides the detail attention the "D" needs, but must remember to answer based on what the end result will be rather than talk about the process.

The "C" and the "I" work well together as their strengths tend to complement one another. In relationships there can sometimes be conflicts as the "C" is more detail oriented and has less of a need to be constantly involved in new or changing social environments.

The "C" and the "S" complement each other and work well together, as each style prefers to work at a pace that provides for accuracy. Also, both styles like to work on something together until completion, while the "I" and the "D" have a tendency to multitask rather than focus on one area until completion.

Two "C"s work well together and also are compatible socially as both will want to make decisions and choices based on careful selection.

Communicating
with others

Speech is the mirror of the soul; as a man speaks, so is he.

- Publilius Syros

Communication Tips
compatibility of your behavioral style

How the "C" Can Enhance Interaction with Each Style

C with D

C's tend to view high D's as argumentative, dictatorial, arrogant, pushy and impetuous. Your tendency will be to become defensive, and refer to an external authority to deflect the D's demands. If you are not careful, there will be tension in the relationship. You'll focus on details while the D sees only the "big picture".

Relationship Tip: Develop direct communication and learn to deal with issues in a straightforward manner. Negotiate commitments and goals on an equal basis. Use summary data in communication.

C with I

You will tend to view the high I as egotistical, superficial, overly optimistic, glib, overly self-assured and inattentive. You may view I's as overbearing, and appeal to external authority to deflect their demands, too. You'll tend to point out possible dangers and problems; and will insist on providing facts and details; but don't overwhelm the I with data.

Relationship Tip: Be friendly and complimentary, I's truly desire relationships and are not as superficial as you believe them to be. Listen to their ideas and applaud their accomplishments.

C with S

C's will tend to view S's as impassive, apathetic, too accepting, lenient, possessive, complacent and nonchalant. You will agree with S's on the importance of cooperation and the need for caution in the face of risk, especially when making decisions; but you'll likely feel that the S is not precise enough.

Relationship Tip: S's appreciate a relaxed, slowly developing relationship, but they will focus more on the personal aspects than you will. Allow yourself to appreciate personal details. Also, show appreciation for tasks that are well done by praising *them*, not the accomplishment.

C with C

You will most likely view other C's as perfectionists who are accurate, thorough, systematic and agreeable. Since you both favor attention to detail, you will work well together. When working with another C, you will each tend to cooperate and develop extensive control systems for projects. high C's often allow their concern for being correct override their concern for meeting deadlines; and two C's will frequently compete to see who is "more correct".

Relationship Tip: Be natural and go at a slow pace; talk about facts and details. Be certain to remove any apparent threats to your relationship. Plan carefully and be well prepared for meetings with one another. Accept and encourage one another's doubts and questions. Be certain that you give each other ample time to consider data before asking for decisions.

Enhance
Communication
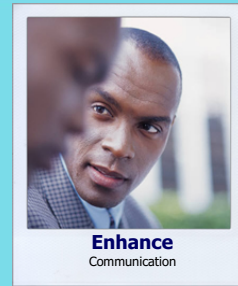
Communication works for those who work at it.

- John Powell

Communication Tips Worksheet

Changes in your graphs indicate your coping methods. The human personality is profoundly influenced by changes in our environment. Typically, people change significantly from graph one to graph two as a result of stressors or environmental changes. Recognizing the differences or changes between these two graphs helps us understand our instinctive coping mechanism, and indicates how to better adapt in the future.

Instructions: Each of your graphs illuminates different aspects of your personality. A closer look at those changes reveals valuable insights. Please refer to both graphs (if necessary, reference data throughout your profile). Compare the D, I, S, and C points on graphs one and two. Finally, read the analysis of your answers, and consider how your environment affects your decisions, motivations, actions and verbal messages.

D Changes:

Compare graphs 1 and 2. When you look at graph 2, is your "D" higher or lower than the "D" in graph 1? Consider how high or low the letter moves. A higher value indicates someone who desires more control in stressful situations. If the D goes up considerably, you can become very controlling when you become stressed. A lower value indicates someone who desires less control in stressful situations. If the D goes down considerably, you may want someone else to lead you and you will follow.

I Changes:

Compare graphs 1 and 2. When you look at graph 2, is your "I" higher or lower than the "I" in graph 1? Consider how high or low the letter moves. A higher value indicates someone who desires more social influence in stressful situations. If the I goes up considerably, you may try to use your communication skills to smooth things out. A lower value indicates someone who desires less social influence in stressful situations. If the I goes down considerably, you rely less on verbal means to come to a resolution.

S Changes:

Compare graphs 1 and 2. When you look at graph 2, is your "S" higher or lower than the "S" in graph 1? Consider how high or low the letter moves. A higher value indicates someone who desires a more secure environment in stressful situations. If the S goes up considerably, you may tend to avoid any conflict and wait until a more favorable environment is available before making any changes. A lower value indicates someone who desires a less secure environment in stressful situations. If the S goes down considerably, you become more impulsive in your decision-making.

C Changes:

Compare graphs 1 and 2. When you look at graph 2, is your "C" higher or lower than the "C" in graph 1? Consider how high or low the letter moves. A higher value indicates someone who desires more information before making a decision in stressful situations. If the C goes up considerably, you will probably not want to make a decision until you have significantly more information. A lower value indicates someone who desires less information before making decisions in stressful situations. If the C goes down considerably, you may make decisions based more on gut feelings.

Which one of your points makes the most dramatic move up or down? What does that tell you about how you react to pressure?

How could your coping method help or hinder you in making decisions? How can you use this information to help you see possible blind spots in your reaction to pressure?

PowerDISC™
your strengths in leadership
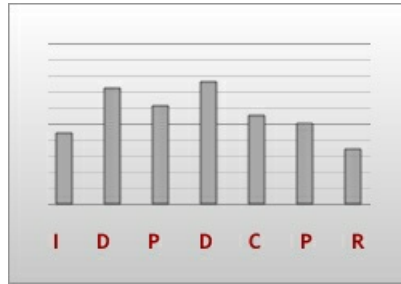
INFLUENCING -

Good: Leading and influencing others is something that comes easier for others, but you are willing and able to step up to that role when no one else volunteers. You have a balance between following and leading, and are comfortable in either arena.

DIRECTING -

Highly Effective: You probably just met another deadline and the work you directed is of the highest quality. You take a lot of pride in your ability to make sure things get done. Take some personal time with someone who is important to you. Show the team a personal side of yourself that they may not often see. It will actually help you accomplish things more easily than if you do not take the time to build relationships.

PROCESSING -

Well Developed: You like to be "hands on" and are great at following through and finishing strong. Others rely on you to make a system really work the way it was intended. You may have a hard time delegating at times, but you are willing to delegate when a project is larger than you can handle. Others see you as loyal and caring and a real team player.

DETAILING -

Main Focus: You have a talent for developing systems to help you get things done quickly and efficiently, but remember to stay open to new ways of solving problems and accomplishing goals. High quality work is important to you and you strive to consistently deliver your best, Remember not to take criticism personally and think about using negative feedback as an opportunity to take positive steps forward.

CREATING -

Above Average: You like to use your creativity to perfect basic concepts that other team members develop. You can oversee and help keep accountability in areas that others may compromise.

PERSISTING -

Above Average: Others like working together with you because you typically do more than your share of whatever is required and this makes the entire team look good. You will maintain a hands-on approach and let others visibly see that you are a team player.

RELATING -

Adequate: Sometimes it seems like work to make meaningful conversation and you tend to not let others get to know a lot of personal things about yourself. Most conversation tends to be "small talk," but you will allow a few close people in your world.
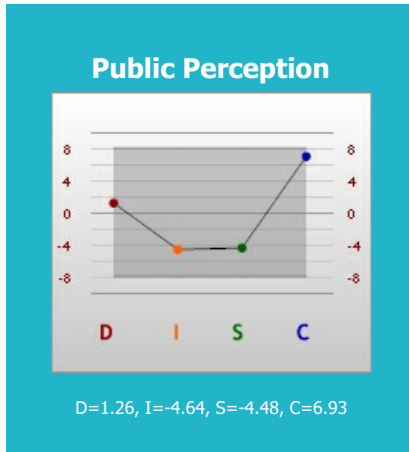
Developing excellent communication skills is absolutely essential to effective leadership. The leader must be able to share knowledge and ideas to transmit a sense of urgency and enthusiasm to others. If a leader can't get a message across clearly and motivate others to act on it, then having a message doesn't even matter.
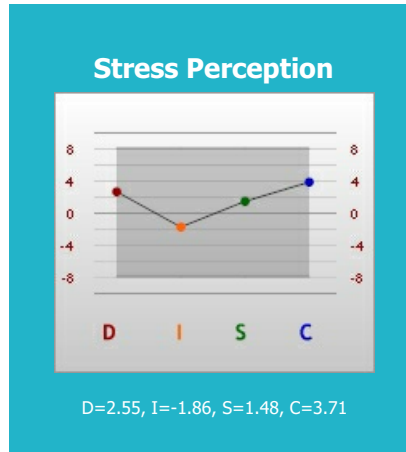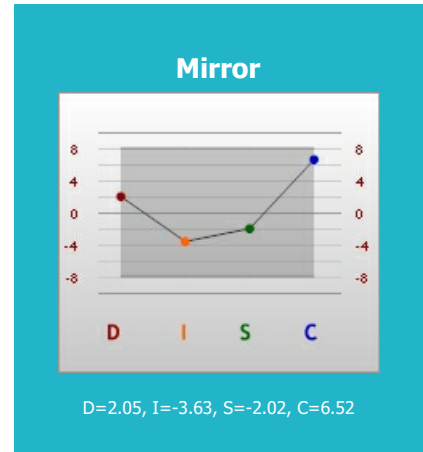
- Gilbert Amelio

Scoring Data
graph page

Personality Style Graphs

Public Perception

D=1.26, I=-4.64, S=-4.48, C=6.93

Raw Scores D=8, I=1, S=1, C=9

Stress Perception

D=2.55, I=-1.86, S=1.48, C=3.71

Raw Scores D=3, I=6, S=5, C=3

Mirror

D=2.05, I=-3.63, S=-2.02, C=6.52

Raw Scores D=5, I=-5, S=-4, C=6

Graphs Explanation Page

Each of the three graphs reveals a different snapshot of behavior, depending on the conditions of the environment. Within a given environment, Graph 1 reveals the "Public Self;" Graph 2 displays the "Private Self;" and Graph 3 portrays the "Perceived Self."

These three graphs or snapshots are defined in detail below.

Graph 1 -
Mask, Public Self

Behavior Expected By Others

Everyone acts according to how they think other people expect them to act. This behavior is the public self, the person projected to others. Sometimes, there is no difference between the true person and their public self. However, the public self can be very different from the "real" person; it is a mask. Graph 1 is generated by the "Most" choices on The Personality System, and has the greatest potential for change.
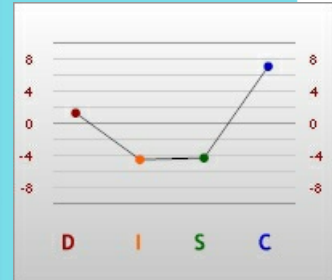
Graph 2 -
Core, Private Self

Instinctive Response To Pressure

Everyone has learned responses from the past: consequently, these are behaviors which the person accepts about him/herself. Under pressure or tension, these learned behaviors become prominent. This is the graph which is the least likely to change because these are natural and ingrained responses. A person's behavior under pressure may be drastically different than his/her behavior in Graphs 1 and 3. Graph 2 is generated by the "Least" choices on The Personality System, and has the lowest potential for change.
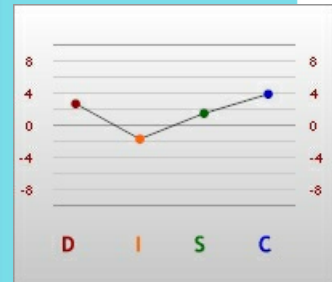
Graph 3 -
Mirror, Perceived Self

Self Image, Self Identity

Everyone envisions him/her self in a particular way. Graph 3 displays the mental picture that one has of him/her self, the self image or self identity. Graph 3 combines the learned responses from one's past with the current expected behavior from the environment. Change in one's perception can occur, but it is usually gradual and based on the changing demands of one's environment. Graph 3 is generated by the difference between Graph 1 and Graph 2.
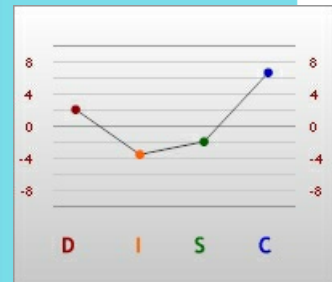
Graphs Explanation Page
Continued

## Different Graphs Indicate Change or Transition

- If Graph 1 is different than Graph 2, the demands of the environment are forcing behavior that is not congruent with the core, or instinctive behavior. In such a situation, a person trying to modify his/her behavior to meet the demands of the environment will most likely experience stress.
- If Graph 1 is different than Graph 2, but similar to Graph 3, the individual has been able to successfully alter his/her behavior to meet the demands of the environment without altering his/her core. This individual is probably fairly comfortable with the behavior shown in Graph 3 (Perceived Self), and is probably not experiencing stress.
- If Graph 1 is different than Graph 3, an individual may be in a period of growth (and some discomfort) while he/she attempts to alter behavior to meet the demands of a new environment. A person's behavior may fluctuate during this period of adjustment.

Similar Graphs Indicate Few Demands For Change

An individual who perceives the current demands of the environment (Graph 1) to be similar to his/her past (Graph 2) will have little need to change his/her self-perception (Graph 3). This may be due to any of the following factors:

- The behavior demanded by the present environment is similar to demands in the past.
- This individual controls what others demand of him/her.
- The behavior demanded by the present environment is different than demands in the past. However, instead of altering behavior, this person has chosen to augment style. To accomplish augmentation, this individual has surrounded him/herself with people of complimentary styles, thus creating a team with combined strengths.

Your keyword style of Designer CD(CD) and the contents of this report are derived from Graph 3.
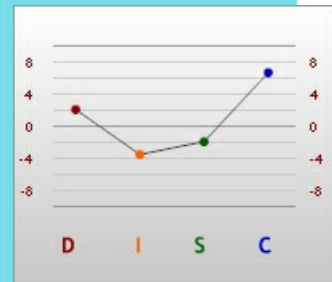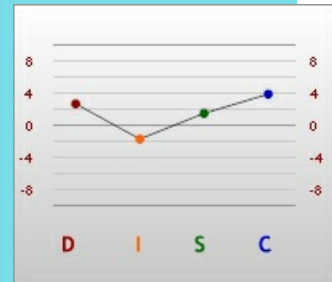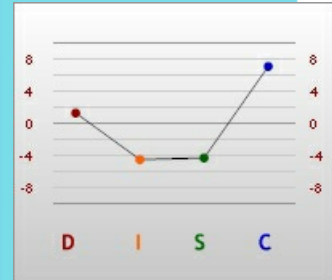
Action Plan
Improving Your Interpersonal Skills
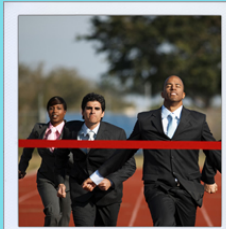
Sample's Action Plan

This worksheet is a tool to enable effective communication between you and others with whom you interact on a regular basis. The goal is to help you maximize your strengths and minimize the effects of potential limitations. It addresses work-related and general characteristics that are common to your style as a whole, and is not derived directly from your graphs.

This section gives you an opportunity to sit down with a co-worker, employer, friend, spouse, etc., and assess your personality style, getting feedback from someone who knows you well. Although doing so is beneficial, it is not required to have anyone else present while completing this section. If you choose to get feedback from another, you may print the report and do so that way.

Instructions:

Step 1: The items listed below are areas to reflect upon between you and your closest contacts. After printing out this report, give this page to another person who knows you well (associate, team member, teacher, family member, friend) and ask them to read each item. They should consider whether or not they perceive the item to describe your traits. Then, check either Yes (+) or No (-) beside each item. Open dialogue is encouraged and any blind spots (areas of your personality that you are blind to) should be discussed. Since communication is a two way street, it is recommended that two people complete one another's worksheets.

Needs excessive planning time	☐ ☐	Punctual and schedule aware	☐ ☐
Overlooks others' feelings	☐ ☐	High standards/perfectionist	☐ ☐
Persistent and thorough	☐ ☐	Hesitant to start projects	☐ ☐
Economical/efficient	☐ ☐	Prefers analysis to work	☐ ☐
Sees the problems/finds solutions	☐ ☐	Creative and resourceful	☐ ☐
Low tolerance for error	☐ ☐	Sees the big picture	☐ ☐
Does not care for detail work	☐ ☐	Seeks practical solutions	☐ ☐
Moves quickly to action	☐ ☐	Tends to be abrupt/overly direct	☐ ☐
Delegates work well	☐ ☐	Often overly demanding of others	☐ ☐
Stimulates activity in others	☐ ☐	Thrives on opposition	☐ ☐

Action Plan
Improving Your Interpersonal Skills

A man is but a product of his thoughts. What he thinks, he becomes.

- Mahatma Gandhi

Action Plan
Continued

Step 2: Now, select the three items that would benefit the most from focused attention. Discuss and determine specific outcomes and a reasonable time frame for their achievement. Write the details in the spaces provided, along with notes helpful to achieving specific outcomes. Set a date 60-90 days from now for a discussion with your contact to review your progress. The person who works with you on this is important to your growth and should help you stay accountable to your plan.

1. The first item upon which I will focus:

   ○ Review Date:

   ○ Specific actions I will take on this item in the next 60 to 90 days:

   ○ Specifics to address

2. The second item upon which I will focus:

   ○ Review Date:

   ○ Specific actions I will take on this item in the next 60 to 90 days:

   ○ Specifics to address

3. The third item upon which I will focus:

   ○ Review Date:

   ○ Specific actions I will take on this item in the next 60 to 90 days:

   ○ Specifics to address

Action Plan
Improving Your Interpersonal Skills
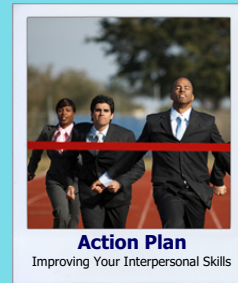
We continue to shape our personality all our life. If we know ourself perfectly, we should die.

- Albert Camus